# **Submitting a Notice of Loss Form**

Hermit's Peak/Calf Canyon Fire Assistance Act

## **Notice of Loss Form**

Submitting a Notice of Loss form begins the claims process. When you file a Notice of Loss, it means you are choosing to seek compensation for losses from the Hermit's Peak/Calf Canyon Fire through the Hermit's Peak/Calf Canyon Fire Assistance Act.

## Where to Get the Notice of Loss Form – and How to Submit It

You can get a copy of the form online at <u>fema.gov/hermits-peak</u>.

Forms are available in English and Spanish. Copies will also be provided to local officials and will be available for pickup from selected locations.

	DEPARTMENT OF HOMELAND SECURITY Federal Emergency Management Agency Hermit's Peak/Calf Canyon Fire Assistance Act	OMB Control No. 1950-Wi/1 Expiration Date: XXXX/20XX
NOTICE	OF LOSS - HERMIT'S PEAK/CALF CANYON	I FIRE
	hoosing to seek compensation for losses from the Hermit's Pr in Fire Assistance Act (Act), Public Law 117-180, 136 Stat. 21	
	ncy Management Agency (FEMA) to consider your claim und ation statement on Page 3 of this Notice of Loss.	er the Act, you must sign the
http://www.fema.gov/hermits-p		,
	s at any time up to 2 years from the date the regulations publ will request additional information regarding your losses and y ad below.	
<ul> <li>Electronically submit, mail, or s Canyon Fire Claims.</li> </ul>	ubmit in person the completed Notice of Loss to the FEMA Or	ffice of Hermit's Peak/Calf
For more information, please vi	sit http://www.fema.gov/hermits-peak following publication.	
(Pleas	TYPE OF CLAIM e submit a separate Notice of Loss for each type of cla	im.)
What type of claim are you filing?	check only one option)	
Individual or Household	Indian Tribe	
Business	Not-for-Profit	

## How to Submit Your Form

Notice of Loss forms can be submitted one of two ways:

### Option 1:

By email: Send a Notice of Loss form via email to: <u>fema-hermits-peak@fema.dhs.gov</u>

### Option 2:

By mail: Send a Notice of Loss form to: Attention - FEMA Hermit's Peak/Calf Canyon Claims Office P.O. Box 1329 Santa Fe, NM 87504

#### What You Will Need to Provide:

- You will need to decide what type of claim you will file. You will choose one of these options:
  - o Individual or Household
  - o Business
  - o Government
  - o Indian Tribe
  - o Not-for-Profit
  - o Other
- Contact information for you, your household, or the entity you are representing, including name, phone number, address, and email if available.
- Name, and the person's relationship to you such as spouse or child if filing on behalf of another person or persons.
- Description of the loss incurred by the person or entity filing the claim.
- For the notice, you need to include general information.
- You will be able to supplement this information during the claims process.
   Detailed information on your losses and their dollar value will be requested and collected during the claims process.
- Information about insurance and other assistance you may have requested or received.
  - For example: insurance, FEMA grants and loans.
- DO NOT submit documentation at this time.
- Indicate if you need a translator or special accommodations during the claims process when you file your notice of loss.

